

MANSFIELD UNIVERSITY
Mansfield, Pennsylvania

Wednesday, September 28, 2011
North Hall, 6th Floor Community Room
2:00 p.m.

COUNCIL OF TRUSTEES

MINUTES

I. MEETING CALLED TO ORDER

Chairman Meyer called the meeting to order at 2:01 p.m.

FOR THE RECORD: In accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on September 14, 2011.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

Mr. Richard P. Cashman, Secretary
Mr. Charles R. Ike, Member
Mr. Lewis B. Lee, Member
Mr. Ralph H. Meyer, Chair
Mr. Mark Phifer, Student Trustee
Ms. Ada Mae Saxton, Member
Mr. Howard J. Smith, Jr., Member
Dr. Robert D. Strohecker, Vice Chair
Ms. Carol J. Tama, Member

The following Trustees were not in attendance:

Mr. Thomas A. Browning, Member
Mr. Steven M. Crawford, Member

II. RECORDING OF ATTENDANCE (Continued)

Members of the University staff who attended are as follows:

Dr. Maravene Loeschke, President
Dr. J.P. Burke, Associate Provost and Dean of Education, Professional and Graduate Studies
Mr. Charles Colby, Associate Vice President for Residence Life
Mr. Terry Day, Assistant Director of Public Relations and Publications
Ms. Mindy Engel, Executive Director of the Mansfield University Foundation
Dr. Allan Golden, Interim Vice President for Finance and Administration
Dr. Roger Johnson, Interim Associate Provost and Dean of Arts and Sciences
Ms. Anne M. LaVancher, Secretary to the Council of Trustees
Ms. Anne Loudenslager, Director of Grants Development
Dr. William Malloy, Interim Vice President for Student Affairs
Mr. Michael Wilson, AFSCME President
Ms. Carmen Wood, Associate Director of Employee Relations and Benefits

Others in Attendance:

Ms. Cheryl Clarke, *Williamsport Sun-Gazette*
Ms. Noelle Smith, Student
Mr. Thomas Thornton, SGA President

III. PUBLIC COMMENTS

Dr. Loeschke introduced Dr. William Malloy as the new Interim Vice President for Student Affairs and thanked him for his work thus far at Mansfield University.

IV. APPROVAL OF MINUTES

July 27, 2011 (Exhibit A)

A motion was made by Mr. Lee, seconded by Dr. Strohecker, and unanimously carried to approve the minutes of July 27, 2011 as identified in Exhibit A.

V. COMMITTEE REPORTS

A. Academic Affairs Report

Dr. Burke noted the topics discussed in the Academic Affairs Report:

- Fall Enrollment Update
- MU's role in Marcellus Shale Development
- Assessment of student learning outcomes
- Middle States accreditation study update

V. COMMITTEE REPORTS (continued)**B. Finance and Administration Report**

Dr. Golden noted the topics discussed in the Finance and Administration report:

- Review of purchase orders
- Budget updates
- Annual inspection of facilities report

Approval of Purchase Orders of \$10,000 or more

Upon the recommendation of the Interim Vice President for Finance and Administration and the President, **a motion was made by Mr. Cashman, seconded by Mr. Smith, and unanimously carried to approve purchase orders of \$10,000 or more for the period of June 16, 2011 through August 15, 2011 for a total of \$1,907,725.87** as identified in Exhibit B.

Approval of Purchase Orders less than \$10,000

Upon the recommendation of the Interim Vice President for Finance and Administration and the President, **a motion was made by Dr. Strohecker, seconded by Mr. Cashman, and unanimously carried to approve purchase orders of less than \$10,000 for the period of June 16, 2011 through August 15, 2011 for a total of \$742,252.92** as identified in Exhibit C.

Approval of Annual Physical Inspection of Facilities Report

Upon the recommendation of the Interim Vice President for Finance and Administration and the President, **a motion was made by Mr. Phifer, seconded by Ms. Saxton, and unanimously carried to approve the report of the Annual Physical Inspection of Facilities conducted on July 28, 2010** as identified in Exhibit D with the following changes: remove Mr. Lewis Lee from the list of attendees, and; correct Dr. Strohecker's name.

Approval of Mansfield University 2012 Fiscal Plan

Upon the recommendation of the Interim Vice President for Finance and Administration and the President, **a motion was made by Ms. Saxton, seconded by Mr. Lee, and unanimously carried to approve the Mansfield University 2012 Fiscal Plan (budget)** as discussed in the Finance and Administration Committee meeting.

B. Human Resources/Multicultural Affairs Report

Ms. Wood noted the topics discussed in the Student Affairs report:

- Labor relations agreement update

V. COMMITTEE REPORTS (continued)

C. Student Affairs Report

Mr. Colby and Dr. Malloy noted the topics discussed in the Student Affairs report:

- Residence hall update
- New signage across campus thanks to SGA and Student Affairs

D. University Advancement Report

Dr. Loeschke noted the topics discussed in the University Advancement Report:

- Dr. Loeschke introduced Ms. Mindy Engel, the Executive Director of the MU Foundation
 - Mindy is a Graduate of MU with a Master's degree in Public Administration and fundraising experience from various professional capacities
- Ms. Engel noted that a Foundation open house is planned for October 11 and there will be a retired faculty and staff event around the holiday

VI. OLD BUSINESS

No old business discussed.

VII. NEW BUSINESS

No new business discussed.

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

Trustees Lee and Smith presented citations to members of the choir who represented MU during a competition in Wales this past July. The students were very appreciative of recognition from the Council. Immediately following the presentation of citations, Dr. Dettwiler spoke about a possible performance opportunity for female choir members to perform at Carnegie Hall in the Sound of Music in April 2012.

Mr. Meyer noted that he expects to have an interim replacement for President Loeschke by January 1. PASSHE will then determine when they will begin the search for a permanent President.

IX. EDUCATIONAL FEATURE

Ms. Anne Loudenslager, Director of Grants Development, reviewed the responsibilities and duties in the Grants office, which include the grant proposal phase, budgeting, and support throughout the life of the grant. Ms. Loudenslager works closely with the Deans, the Provost and university employees.

She also reviewed board membership and provided a brief history of grant awards.

X. REPORTSPresident Maravene Loeschke

President Loeschke provided the following report:

- MU's main two focus points are:
 - Enrollment – we must be at least stable if not higher than last year
 - Middle States visit – initial visit this Monday and Tuesday; formal visit in March
- Strategic plan coming to end
 - Strategic Plan Evaluations, goal by goal and action by action item, are underway
 - Dashboards are created to provide a one page tally of measurable items
 - Some of the Strategic Plan Implementation Teams will transform into campus committees while others will be discharged
- The University will need to reengage in a new strategic plan in the near future
- Dr. Loeschke noted how proud she is of the campus for the flood relief efforts in the surrounding communities
- The searches for VP for Finance and Administration and the Dean of Arts and Sciences are underway. Once those positions are hired, we will start search for VP Student Affairs.
- Ms. Bell, Interim Director of Admissions extended her contract with MU for 2 years
- Alum Ali Soufan, previous commencement speaker and MU graduate has provided MU with a great deal of positive public relations through his media exposure this past year
- Dr. Loeschke noted that she accepts her new presidency at Towson University in Maryland with joy to return to the institution that gave her so much and with a lot of sadness to leave Mansfield. She assures the campus that the transition will be smooth.

PACT

Mr. Meyer provided the following report:

- The next conference is at IUP on October 19-20, 2011.

X. REPORTS (continued)

Student Government Association

Mr. Thomas Thornton provided the following report:

- Dr. Loeschke thanked Mr. Thornton for all of his work with SGA. She noted that his home was terribly affected by the flooding in Bradford County and he has managed to keep his grades, repair his home, rebuilt his business, and continue to lead SGA.
- Mr. Thornton thanked the university for its love, support and generosity to his family and others throughout flood recovery.
 - SGA and the university has formed the Mountie Family Recovery Effort to volunteer to help flood victims
 - There are elderly people and those who are not able to take care of themselves in Sullivan and Bradford counties.
 - SGA and Admissions has formed a task force enabling students to assist with enrollment and retention efforts
 - MU's new mascot has been well received with tremendous support from the campus community
 - SGA is also working to form a political activism committee

XI. OTHER BUSINESS

Dr. Davis shares in President Loeschke's sadness and joy as she transitions to her new position as the President of Towson University. He noted that the campus appreciates her leadership at MU and will miss her. He also noted that faculty have recently assessed and changed MU's general education program in a very short time. This was done through hard work from faculty and staff to ensure students would be able to utilize the new programs this fall. This includes 24 freshmen sections of exploring opportunities in academic life in ways, which they were not able to do in the past. Mr. Meyer noted that the Trustees are aware that these efforts are in addition to normal workload and employees' efforts are greatly appreciated.

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees will be held on **Thursday, December 15, 2011, 4:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:39 p.m.

Respectfully Submitted,

Anne Lavancher

Anne M. LaVancher
Recording Secretary